

TOWN OF MANSFIELD

FINANCE COMMITTEE MEETING

MINUTES OF MARCH 9, 2009

Members Present: C. Schaefer, B. Clouette, A. Blair

Other Council Members Present: G. Nesbitt

Staff Present: M. Hart, J. Smith, C. Trahan

Guests: None

Carl Schaefer called the meeting to order at 6:10pm.

1. Minutes from 2/10/09 meeting approved as presented
2. Purchasing Ordinance – Revisions have been made as requested at the last Finance Committee meeting. Jeff Smith reviewed the current purchasing process as it begins at the department level and moves to the Finance Director for review and approval. Jeff noted that other than energy purchases, there is very little that the Finance Director actually purchases. Jeff also reviewed our use of the “Best Value Method Source Selection” form as recommended by our

auditors a few years back and gave some examples of it's use when the competitive bid process is not the preferred method. We operate under decentralized purchasing and the Finance Director is "check and balance".

The Finance Committee agreed that a discussion on the Purchasing Ordinance with the full Council on March 23, 2009 would be appropriate. The Finance Committee would then revisit on April 13, 2009 and forward their recommendation back to Council that evening to call for a Public Hearing.

3. 2008/09 UConn Sewer Budget: Proposed budget was discussed and noted that no rate increase is proposed. Holinko Estates had new meters installed so that each building's usage can be monitored. The Town of Mansfield is responsible for sewer service to Wright's A & B and Holinko Estates, as well as water and sewer for the Senior Center. The Mansfield Housing Authority is responsible for the water portion of the Wrights and Holinko billings. Juniper Hill, Glen Ridge and the Center for Rehabilitation and Nursing are also part of the users of this fund.
4. 2008/09 Windham Sewer Budget: Also no increase in rates. Estimated operating loss for 2008/09 is \$87,835 due to the construction arbitration with Windham. Jeff Smith explained the actions to date and that the arbitrator has urged both parties to settle. Hopefully we will recoup our legal costs.
5. Other : Staff is reviewing our service agreements with other agencies to see which ones need to be renewed. Also – Staff will prepare additional information on rescue billing to be discussed by the Finance Committee before it goes back to the Town Council.

Motions:

Motion was made to accept the February 10, 2009 minutes by Bruce Clouette and seconded by Carl Schaefer. Motion so passed.

Motion was made by Alison Blair and seconded by Bruce Clouette to adjourn. Motion so passed.

6. Adjournment. The meeting adjourned at 6:55pm.

Respectfully Submitted,

Cherie Trahan

Controller/Treasurer